

AGENDA

INCOSE Certification Overview

INCOSE Certification Levels

INCOSE Certification Added Value

INCOSE Certification Process

INCOSE Certification Baseline

INCOSE Certification Figures

INCOSE Certification Stakeholders

INCOSE Systems Engineering Professional (SEP)

- Is the globally recognized standard for validating systems engineering expertise.
- Whether you are just beginning your career or leading complex programs, an INCOSE certification helps you build credibility, find new opportunities, and demonstrate mastery of systems engineering principles across aerospace, defense, technology, and beyond.
- No matter where you are in your systems engineering journey, there's an INCOSE certification designed to help you grow, lead, and be recognized.

INCOSE certifies professionals in the discipline of
Systems Engineering.

Systems Engineering Professional (SEP)

- A third-party certification for individuals, initiated in 2004 by INCOSE
- Certification Is Open to Everyone interested in being recognized formally for their knowledge (and experience) of systems engineering
- INCOSE's Systems Engineering Professional Certification Program is a formal process that recognizes individuals who have demonstrated a measurable level of comprehension (education and knowledge) and proficiency (experience) in performing tasks applicable to the systems engineering profession

INCOSE certifies professionals in the discipline of
Systems Engineering.

What is evaluated during certification process?



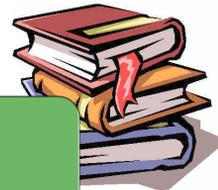
Experience

- Confirmed by qualified references
- Includes Leadership



Education

- Initial
- Continuous (for renewal)



Knowledge

- INCOSE SE Handbook



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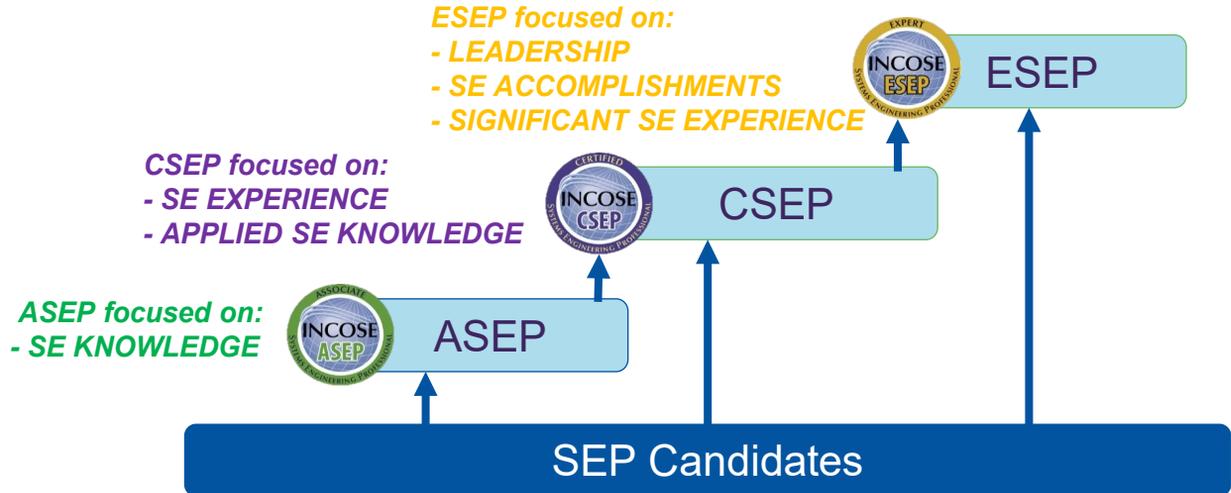
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Three certification levels

The SEP Aligns with the Typical Levels of a Systems Engineering Career



You can enter at whatever SEP level is appropriate and can seamlessly transition between levels when ready.

Certification requirements

INCOSE provides a measurable standard of certification consistent with ISO guidelines

Level	Leadership	Experience	Experience Confirmation	Knowledge
	None required	None required	None required	Written knowledge exam or Academic Equivalency based on INCOSE Systems Engineering Handbook
	None required	Minimum 5 years SE experience (see SE Experience area list here)	1 or more references (cumulative coverage of the required experience)	Written knowledge exam or Academic Equivalency based on INCOSE Systems Engineering Handbook
	Accomplished and recognized leader in systems engineer, assessed via application and oral interview	Minimum 25 years (20 if CSEP) SE experience (see SE Experience area list here) Minimum 5 years of professional development credit	3 or more references (cumulative coverage of at least 10 years of systems engineering experience) participate in phone interview, if required	Not directly measured

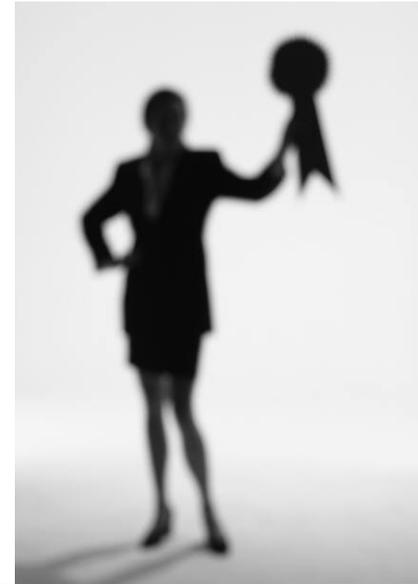
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Certification is important ...

For individuals...

- Formally recognizes your Systems Engineering capabilities
- Provides a competitive advantage in your career
- Provides a portable Systems Engineering designation that is visible and recognized worldwide across industry
- Furthers your professional development as a systems engineer
- Participation in continuing education indicates your commitment to personal development
- Enlarge your network, ease your connection with subject matter experts. Be invited at large events (e.g. AFIS JT , INCOSE conferences, etc.)



INCOSE Certification sets you apart!

Certification is important ...

For Management ...

- Formally recognizes the Systems Engineering capabilities of a company's people
- Certified (by independent 3rd party) systems engineers can be a selling point and a discriminator for proposals
- Can be used as part of the hiring and promotion process
- It encourages employee participation in continuing education
- Provides an independent internal and external assessment
- It is a tool for promoting professional competence



INCOSE Certification sets company apart!

Certification is important ...

For project teams ...

- Allows the team to level-set on Systems Engineering concepts and activities
- Contributes to establish a common Systems Engineering language across teams
- Saves time when forming team
- All in one, certification helps break down ...
 - > geographic boundaries
 - > organizational boundaries
 - > cultural boundaries



As certification is company independent, above applies also to extended enterprise, it is not restricted to one organization

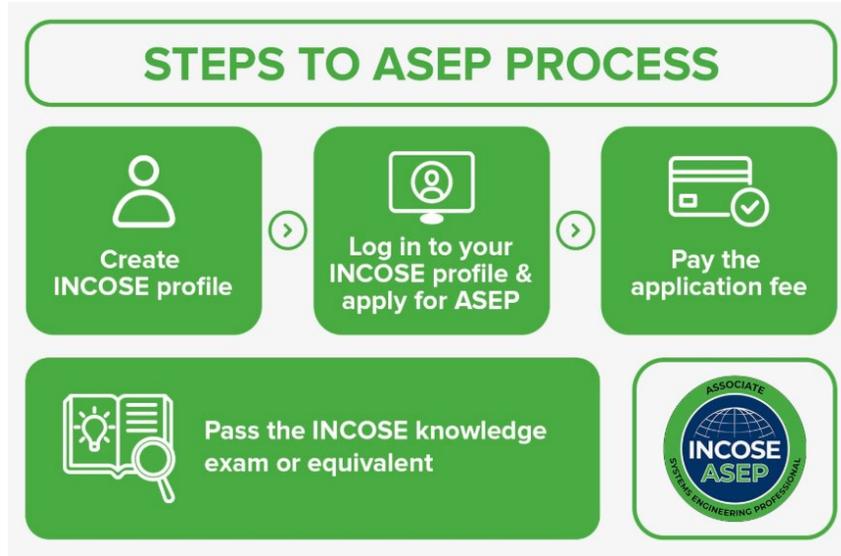
INCOSE Certification is particularly useful for multi-organization, geographically distributed teams.

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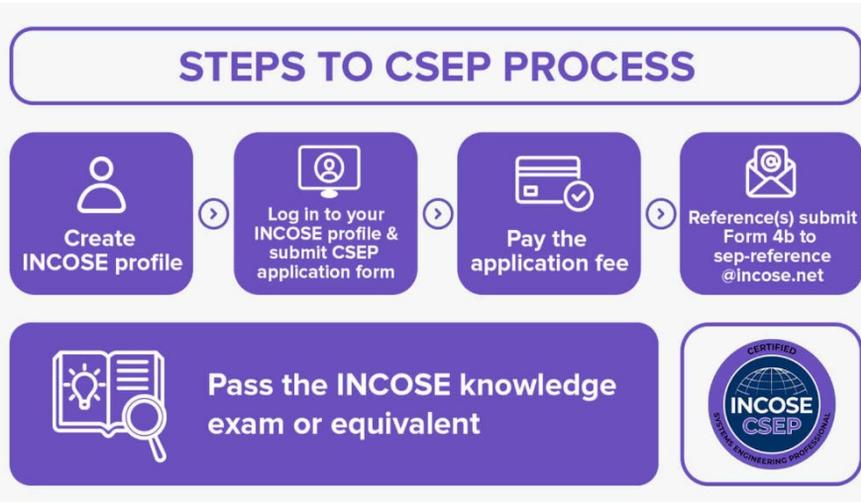
ASEP Steps to Certification

- **Create an INCOSE Profile**
- **Apply for ASEP**
via portal.incose.org (This is done through your INCOSE Profile)
- **Pay the Application Fee**
 - Payment is valid for 12 months.
 - Fee is non-refundable and not a guarantee that you will be certified.
- **Pass the INCOSE Knowledge Exam or equivalent**
 - Exam and equivalency results are good for 12 months.
 - There is a separate fee to take the exam, collected by the exam provider.
 - You are allowed to take the exam up to 3 times in a 12-month period.
 - You may take the exam before or after completing the other steps.



CSEP Steps to Certification

- Create an INCOSE Profile
- Apply in the INCOSE Portal
 - Submit Individual Application [Form 1](#) at portal.incose.org (This is done through your [INCOSE Profile](#))
 - Pay the [application fee](#). Payment is valid for 12 months, and the fee is non-refundable.
- Share your Application Form 1 with your references. The references complete a Digital Reference Letter ([Form 4B](#)). Reference forms will not be accepted if submitted by the applicant.
- Pass the [INCOSE knowledge exam](#) or [equivalent](#)
 - Knowledge exam and equivalency results are good for 12 months
 - There is a separate fee to take the knowledge exam, collected by the exam provider
 - You are allowed to take the exam up to 3 times in a 12-month period
 - You may take the exam before or after completing the other steps
 - If you are transitioning from ASEP, you do not need to retake the knowledge exam



ESEP Certification Steps

- Create an INCOSE Profile
- Apply in the INCOSE Portal
 - Submit Individual Application [Form 41](#) at portal.incose.org (This is done through your [INCOSE Profile](#))
 - Pay the [application fee](#). Payment is valid for 12 months, and the fee is non-refundable.
- Share your Application Form 41 with your references. The references complete a Digital Reference Letter ([Form 4B](#)). Reference forms will not be accepted if submitted by the applicant.
- Pass the leadership [interview](#)
 - You will be invited to respond to written questions about your technical leadership experience
 - You may be invited to participate in a one-hour phone interview to discuss your technical leadership
 - Your references may also be asked to participate in phone interviews



All forms available from INCOSE certification website

<https://www.incose.org/certification>

Category	Form	Instructions	Example
Individual application	Complete online form through Member Portal	–	–
Reference	Not applicable	Not applicable	Not applicable
Renewal	<u>Log of Continuing Education Credits Form 13</u>	–	–

All forms available from INCOSE certification website

<https://www.incose.org/certification>

Category	Form	Instructions	Example
Individual application	<u>Form 1 Individual Application for INCOSE CSEP</u>	<u>Form 2 – Instructions for Completing Form 1</u>	<u>Form 1 Individual Application for INCOSE CSEP Good Example</u>
Reference	<u>Form 4B – Digital Reference Letter</u>	–	–
Renewal	<u>Log of Continuing Education Credits Form 13</u>	–	–

All forms available from INCOSE certification website

<https://www.incose.org/certification>

Category	Form	Instructions	Example
Individual application	<u>ESEP Individual Application Form 41</u>	<u>Form 42 – ESEP Instructions for Completing Form 41</u>	–
Reference	<u>Form 4B – Digital Reference Letter</u>	<u>Form 4A – Instructions to References</u>	<u>Form 4B CSEP–ESEP Reference Example</u>
Renewal	<u>Declaration of Continued Leadership and Professional Engagement</u> (applicable for non-members)	–	–

How much does it cost?

Members

	Certification Name	Application Fee	Examination Fee	Renewal Fee (and Period)
Associate Systems Engineering Professional	ASEP	\$180 PPP2 Countries: 25% fee reduction PPP3 Countries: 50% fee reduction LST-103	Computer Exam \$80 Paper Exam Fee varies	\$100 (every 5 years)
Transition	ASEP to CSEP	\$200	No exam required	n/a
Certified Systems Engineering Professional	CSEP	\$350	Computer Exam \$80 Paper Exam Fee varies	\$100 (every 3 years)
Expert Systems Engineering Professional	ESEP	\$630	No exam required	No fee (every 10 years)

How much does it cost?

Non-Members

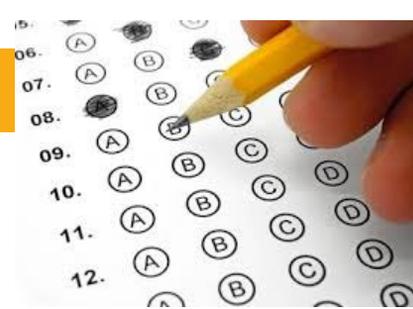
	Certification Name	Application Fee	Examination Fee	Renewal Fee (and Period)
Associate Systems Engineering Professional	ASEP	\$950	Computer Exam \$80 Paper Exam Fee varies	\$950 (every 5 years)
Certified Systems Engineering Professional	CSEP	\$1,100	Computer Exam \$80 Paper Exam Fee varies	\$1,100 (every 3 years)
Expert Systems Engineering Professional	ESEP	\$2,500	No exam required	\$2,500 (every 10 years)

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Certification Body of knowledge

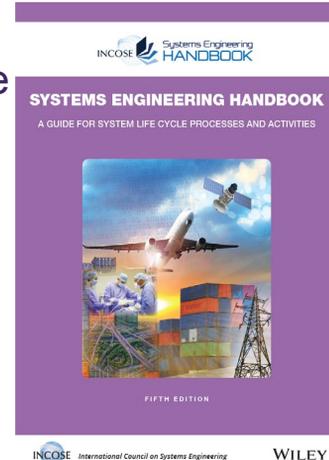
INCOSE SE HANDBOOK



- The ASEP/CSEP Exam is based upon the content of the INCOSE SE HANDBOOK AND its Appendices
- The exam questions all come from the INCOSE Systems Engineering Handbook (SEH).
- The exam uses terminology and process definitions from the book
- Read and UNDERSTAND the INCOSE SE Handbook!
- Appropriating the traceability between one's own referential and the handbook is a must

The SE Handbook (SHE)

- Reflects the state-of-the-good-practice of Systems Engineering
- Describes key process activities throughout the life cycle of a system
- Describes a wide range of fundamental systems concepts
- Based on ISO/IEC/IEEE 15288
- Inputs from the entire INCOSE Technical Community
- Serves as a reference of practices and methods that have proven beneficial to the SE community at large



The SEH serves as the basis for the INCOSE CSEP & ASEP exams.

- Fifth Edition published in July 2023

INCOSE Systems Engineering Handbook V4

Aligned to Standard ISO/IEC/IEEE 15288

14 Technical Process Group

Business Or Mission Analysis Process	Integration Process
Stakeholder Needs & Requirements Definition Process	Verification Process
System Reqmts Definition Process	Transition Process
Architecture Definition Process	Validation Process
Design Definition Process	Operation Process
System Analysis Process	Maintenance Process
Implementation Process	Disposal Process

Section 2.3.5 (V5)

8 Technical Management Process Group

Project Planning Process
Project Assmnt. & Control Process
Decision Management Process
Risk Management Process
Configuration Management Process
Information Management Process
Measurement Process
Quality Assurance Process

Section 2.3.4 (V5)

2 Agreement Process Group

Acquisition Process
Supply Process

Section 2.3.2 (V5)

6 Organizational Project-Enabling Process Group

Life Cycle Model Mngmnt. Process
Infrastructure Management Process
Portfolio Management Process
HR Management Process
Quality Management Process
Knowledge Management Process

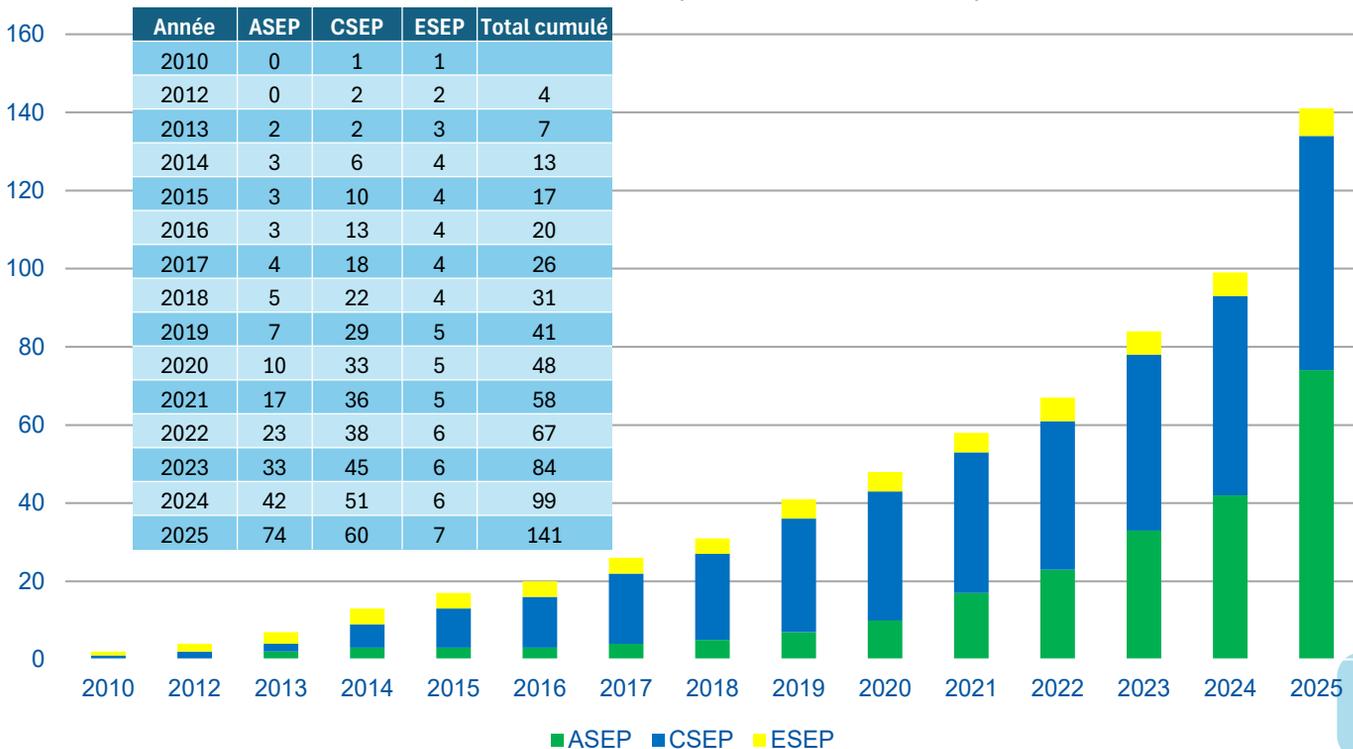
Section 2.3.3 (V5)

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Total SEPs AFIS

Total SEPs AFIS (7 novembre 2025)



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Main stakeholders



Certification Program Manager



Certification Operations team



CAG - Certification Advisory Group



Pool of CARS

All Roles & responsibilities are defined in:
CER-PROC-01 SEP Program Definition and Requirements

- Visitez le site web:
<https://www.incose.org/certification>
- Contactez les Chargés de mission Certification de l'AFIS

- > <https://www.afis.fr/nos-activites/certification-incose/>
- > Courriel: certification@afis.fr



The screenshot shows a webpage with the title "What is SEP Certification?". Below the title, there is a paragraph explaining that Systems Engineering Professional (SEP) certification formally recognizes progress through a career. It mentions that INCOSE offers three levels of certification: ASEP, CSEP, and ESEP. Another paragraph describes certification as a formal process where a community of knowledgeable, experienced, and skilled representatives of an organization, such as INCOSE, provides confirmation of an individual's competency. It also notes that certification differs from licensing and from a "certificate". At the bottom of the screenshot, there is a banner featuring three circular logos for INCOSE ASEP, INCOSE CSEP, and INCOSE ESEP, alongside a photo of a smiling woman and the text "BUILD YOUR CAREER IN SYSTEMS ENGINEERING STEP BY CERTIFIED STEP".

L'AFIS vous remercie !

